POLICY: DISTRICT PUBLICATIONS

The Chief School Administrator/designee shall direct development and review of informational newsletters, electronic communications and handbooks for parents/guardians, pupils, staff and the general community as deemed necessary by the Board. The district annual report shall be printed for distribution.

Centralized control of district publications shall be designed to ensure that their contents reflect district-wide policies and regulations accurately.

An annual report describing progress of the district and each school within the district in achieving goals, objectives and standards of the school system and the administration’s recommendations for their improvement shall be prepared by the Superintendent or designee and presented to the Board of Education prior to the close of each school year. Upon Board approval the report shall be forwarded, by July 1, to the Commissioner of Education and shall constitute part of the commissioner’s annual evaluation of district.

The annual report shall be submitted on forms provided by the Department of Education.

This report shall also be made available to the public and shall serve as one means of informing parents and citizens of the programs and conditions of the schools.

Legal References:

N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:36-35 School internet web sites; disclosure of certain student information prohibited
N.J.A.C. 6A:30-1.4(a)1 Evaluation process for the annual review
N.J.A.C. 6A:32-12.1 Reporting requirements
N.J.A.C. 6A:32-12.2 School-level planning

Cross References:

1000/1010 Community Relations
1100 Communicating with the Public
1110 Media
2232 Internal Administrative Communications
3100 Budget Planning, preparation and Adoption
5124 Reporting to parents/guardians
5125 Pupil records
5131 Conduct and discipline
5145.12 Search and seizure
6142 Subject fields
6142.2 ESL, Bilingual, Bicultural
6142.10 Technology
6145.3 Publications
6146 Graduation requirements
6171.3 At Risk and Title I
6171.4 Special Education
9310 Development, distribution and maintenance of governance manual

Approved:   June 30, 1997
Revised:      December 20, 2004
Revised: August 20, 2007